

CAREC Federation of Carrier and Forwarder Associations




REPORT ON ACTIVITIES AND PROPSALS TO IMPROVE PERFORMANCE OF THE CFCFA SECRETARIAT

20 September 2016
Singapore


CFCFA Secretariat

According to the decision of the 5th CFCFA General Meeting (Minutes №5 dated September 1, 2014), the functions of the CFCFA Secretariat have been entrusted to the Association of Business Logistics Development (ABLD)

According to the decision of the 6th CFCFA General Meeting (Minutes №6 dated August 19, 2015), the ABLD continued performing the functions of the CFCFA Secretariat.



Activities of the CFCFA Secretariat

- In 2014-2016 the Secretariat worked on preparation and conduction of General Meetings of the CFCFA and the CFCFA Board.
 - The Secretariat sent information materials of the CFCFA, provided for efficient information exchange among CFCFA members.
 - Jointly with the ADB it took a stock of minutes of the CFCFA General and CFCFA Board Meetings for all years of the CFCFA operations.
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Activities of the CFCFA Secretariat

- A data base was established, where all copies of the CFCFA constituent documents, General Meeting and CFCFA Board meeting minutes are filed. This, the CFCFA Secretariat is the Depository of CFCFA documents.
- Categories of CFCFA members have been systematized based on CFCFA documents.

As of September 2016, 20 associations are active CFCFA members and 1 association is an observer:

- *CFCFA founding associations – 14;*
- *Associations, which joined after the CFCFA was established – 6;*
- *Associations with the observer status – 1.*

Activities of the CFCFA Secretariat


- According to categories of CFCFA members, the information on the size of membership fees by CFCFA members has been prepared

The size of the membership fee for CFCFA founding associations is US\$250 a year.

The size of the membership fee for associations, which joined after the CFCFA was established is US\$1,000 a year.

- The Regulation on Membership of New CFCFA Members has been drafted and approved (*Approved by the Minutes of the CFCFA General Meeting № 5 dated September 1, 2014*).

Activities of the CFCFA Secretariat

- The CFCFA Charter and the Rules of Proceedings have been edited based on the changes adopted by CFCFA General Meetings for the last three years.
 - The Regulation on the Secretariat has been drafted and approved.
 - The Certificate of the CFCFA member has been designed.
 - The official CFCFA letter head has been designed.
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ACTIVITIES OF THE CFCFA SECRETARIAT

In 2014-2016 CFCFA served as an information partner to conduct large-scale international exhibitions and conferences on logistics and transport held in such countries as Turkey, Russia, Ukraine, Kazakhstan, Uzbekistan:

- International exhibition “Logitrans”
 - International exhibition “EurasiaRail “
 - International Back Sea Forum
 - International Transport Week “InterTransposrt”
 - International Back Sea And Caspian Sea Transport Forum
 - International forum “Multimodal Transport 2016: a Bridge between Europe and Asia”
 - International forum “Business with China”
 - Others.
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SECRETARIAT'S PROPOSALS FOR DEVELOPMENT

The CFCFA Secretariat proposes the following activities for 2016-2017:

- Develop a specific CFCFA action plan taking into account proposals on implementation of investment and technical assistance projects, as well as activities aimed at supporting CFCFA development and regional trade.
- Develop a plan for attraction of companies posting advertisements to the CFCFA web-site, including companies, who are associations' members, large international companies

SECRETARIAT'S PROPOSALS FOR DEVELOPMENT

- Prepare the CFCFA web-site development plan
 - Establish cooperation with the recently established CAREC Institute in order to conduct joint activities and training programs.
 - Prepare proposals for further cooperation with CAREC committees, including the CAREC Customs Cooperation Committee.
 - Establish cooperation with the Silk Route International Chamber of Commerce (SRICC).
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SECRETARIAT'S PROPOSALS FOR DEVELOPMENT

- In connection with the requirements by CFCFA members to provide CFCFA documents in Russian and English languages, hire professional interpreters, when needed, and a relevant cost item shall be envisaged for this purpose in the CFCFA budget.
- To stir up activities of the CFCFA working groups by organizing their work on a permanent basis. To introduce a practice of reporting by heads of working groups at CFCFA Annual Meetings.

The following three working groups have been established under the CFCFA:

- 1) Standardization and Adoption of International Best Practice (Association of Carriers of Kyrgyzstan);*
- 2) Development of Cross-Border Activities and Corridors (Xinjiang-Uigur Logistics Association);*
- 3) Organizational Development (Association of International Forwarders of Uzbekistan).*

SECRETARIAT'S PROPOSALS FOR DEVELOPMENT

According to the Regulation on the Secretariat, to provide for its staffing and envisage a relevant item in the CFCFA budget to pay their wages:

- the Secretary General;
- the Treasurer;
- 2 staff (at the initial stage).

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Thank you for attention!

Mamurov Rovshan Akmalovich
CFCFA Secretary

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